

Administration Committee

2013-09-11 09:35:00.0

Or immediately following the 9:30 a.m. Bay Area Toll Authority (BATA) Oversight Committee Meeting whichever occurs later.
Joseph P. Bort MetroCenter Lawrence D. Dahms Auditorium 101 Eighth Street Oakland, California

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

This agenda was updated 2013-09-06 08:56:27.0. It is accurate to the best of our knowledge at that time.

For assistance, please contact Kimberly Ward, kward@mtc.ca.gov, (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

Chair

Adrienne J. Tissier

Vice Chair

Scott Wiener

Members

Tom Bates David Campos
Dodd Federal Glover Joe
Pirzynski Jean Quan Bijan
Sartipi+

Ex Officio

Amy Rein Worth*** Dav
Cortese***

Ad Hoc

All Other Commissioners

Staff Liaison

Steve Heminger

1. Confirm Quorum

2. Consent:

Minutes - July 10, 2013 meeting.*

a) **Action:** Committee Approval

- [2a_Minutes.pdf](#)

Monthly Financial Statements - June 2013 (unaudited).*

b) **Presented by:** Eva Sun

Action: Information

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- [2b Financials.pdf](#)

Investment Reports for June and July 2013.*

Presented by: Sue Woo

c) **Action:** Information

- [2c July Investment.pdf](#)
- [2c June Investment.pdf](#)

Purchase Orders and Contract: Project-Based Temporary Staffing Services:*

- i. Buxton Consulting, Pleasanton, CA (\$249,995)*
- ii. Mainz Brady, Oakland, CA (\$346,840)*
- iii. Adecco Professional Staffing, Walnut Creek, CA (\$121,680)*
- iv. International Program Services (IPS), San Mateo, CA (\$385,395)*
- d) *v. Regional Government Services (RGS), Monterey, CA (\$645,507)*
- vi. Local Government Services (LGS), Monterey, CA (\$3,100,126)*

Presented by: Ann Macaulay

Action: Committee Approval

- [2d Staffing Services.pdf](#)

Contract: Web Design Services: Visual Strategies, Inc.* (\$250,000)

Presented by: Brenda Kahn

e)

Action: Committee Approval

- [2e Web Visual.pdf](#)

Contract - General Design Services: Finger Design Associates.* (\$175,000)

Presented by: Brenda Kahn

f)

Action: Committee Approval

- [2f Design.pdf](#)

Purchase Order: Office Supplies Provider - The Office City.* (\$75,000)

Presented by: Denise Rodrigues

g)

Action: Committee Approval

- [2g Office Supply.pdf](#)

Contract: Telephone System Purchase and Installation - ePlus Technology.* (\$275,000)

Presented by: Nick Roethel

h)

Action: Committee Approval

- [2h Telephone.pdf](#)

Contract - Electric Vehicle Promotional Campaign - California Center for Sustainable Energy.* (\$845,000)

Staff will present for approval a contract for a regional electric vehicle promotional campaign.

3. **Presented by:** Ursula Vogler

Action: Committee Approval

- [3 Electric Vehicle.pdf](#)

Closed Session

The Committee will meet in closed session pursuant to Government Code Section 54956.9(a) to confer with counsel regarding the following litigation: Bay Area Citizens v. Association of Bay Area Governments and

4. *Metropolitan Transportation Commission, et al., Alameda County Superior Court Case No.: RG-13690631; Building Industry Association Bay Area v. Association of Bay Area Governments and Metropolitan Transportation Commission, et al., Alameda County Superior Court Case No.: RG-1362098; Communities for a Better Environment and The Sierra Club v. Metropolitan Transportation Commission and Association of Bay Area Governments, et. al., Alameda County Superior Court Case No.: RG-13692189.*

Open Session

5. **Action:** Committee Approval

Contract Amendment - Special CEQA Counsel - Thomas Law Group.*

General Counsel will present for approval a contract amendment for anticipated work required for litigation support.

6.

Presented by: Adrienne Weil

Action: Committee Approval

- [6 CEQA Counsel.pdf](#)

Other Business/Public Comment/Adjournment

7.

Action: Information

Next meeting

2013-10-09 09:35:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

*Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

**All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff subject to change by the Committee.

***MTC's chair and vice-chair are ex-officio voting members of all standing committees.

+Non-Voting member.

++Item will be distributed at the meeting.

Quorum:A quorum of this committee shall be a majority of its regular non-ex-officio voting members (5).

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing request-to-speak card (available from staff) and passing it to the committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: MTC meetings are recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 510.817.5757 or 510.817.5769 for TDD/TTY. We require three working days notice to accommodate your request.

可及性和法令第六章： MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便。要便利設施或翻譯協助者，請致電 510.817.5757 或 510.817.5769 TDD / TTY。我們要求您在三個工作日前告知，以滿足您的要求。

Acceso y el Titulo VI: La MTC puede proveer asistencia/facilitar la comunicacion a las personas discapacitadas y a los individuos con conocimiento limitado del inglés quienes quieran dirigirse a la Comision. Para solicitar asistencia, por favor llame al numero 510.817.5757 o al 510.817.5769 para TDD/TTY. Requerimos que solicite asistencia con tres días hábiles de anticipacion para poderle proveer asistencia.